



## CITIZEN POLICE ADVISORY REVIEW BOARD MEETING MINUTES

Chair Hart called the regular meeting of the Citizen Police Advisory Review Board (CPARB) to order on Tuesday, February 15, 2005 at 5:30 p.m. at the Downtown Library, Basement, 101 N. Stone Avenue, Tucson, Arizona.

Commission Members	Representing	Present/Absent
Suzanne Elefante	Mayor	Present
Jeremy Tor	Ward 1	Absent
Elizabeth Bottka-Smith, Vice Chair	Ward 2	Present
Vicki Ann Hart, Chair	Ward 3	Present
Cynthia Schiesel	Ward 4	Present
Holli McGarry	Ward 5	Absent
William O. Wills	Ward 6	Present (arrived at 5:37)
Advisory Members		
Susan Thornton	CPARB	Present
Barry Hirsch	CPARB	Present
Ex-Officio Non-Voting Members		
Captain Carla Johnson	TPD	Present
Officer Steve Beller	TPOA	Present
Andrea Ibanez	City Manager	Absent (represented by Ms. Perez)

Staff Present
Assistant Chief Kathleen Robinson, Tucson Police Department
Capt. Kevin Mayhew, Tucson Police Department
Lt. Jim McShea, Tucson Police Department
Lt. Mark Napier, Tucson Police Department
Liana Perez, Independent Police Auditor (also representing Ms. Ibanez)
Mike Anderson, City Attorney's Office
Lois Postil, Recording Secretary
Rebecca Partin, Recording Secretary
Visitors
Brian Marks
Lauren McElroy
Thomas Clark
Kerry Fuller
Roy Warden

AGENDA ITEM	MOTION	ACTION	FOLLOW-UP RESPONSIBILITY
1. Call to Order / Roll Call: 5:30 PM			
2. Approval of Notes of 1/18/2005.	MOTION by Ms. Bottka-Smith, duly seconded to make corrections outside of the meeting and bring back for approval at the March 15, 2005 meeting. Voice vote passed 4 to 0. Mr. Wills, Mr. Tor, and Ms. McGarry absent.		
3. Call to the Audience		No one spoke.	
4. Follow-up on Policy for Using Breathalyzer	MOTION by Ms. Bottka-Smith, duly seconded to accept letter and forward to Chief Miranda with usual copies. Voice vote passed 3 to 1. Mr. Wills, Mr. Tor, and Ms. McGarry absent.		
5. Office of the Independent Police Auditor A. Monthly Contacts  B. Community Outreach/Programs Update		A. Ms. Perez reviewed the report and indicated that as requested by the Board OIA numbers have been added when available. Ms. Bottka-Smith requested more specificity in the reports. Specifically, there are several contacts without anything in the allegation block and the action block is not reflective of what actually was done to help the citizen. B. • Ms. Perez advised the Board that she is working with NACOLE to develop the 2005 agenda. An item of interest covered will be the use of tasers.	A. Ms. Perez will work on providing more specificity in future reports.



9. CPARB Customer Satisfaction Survey A. Report from Sub-Committee		A. Ms. Bottka-Smith gave an overview of the Sub-Committee's work to date. The subcommittee noted several themes—both in the strengths and weaknesses categories. They also formulated some recommendations—for TPD, City Clerk's Office and the Board. Specific details and recommendations will be outlined in the subcommittee's report that will be submitted to the Board for the March meeting.	
10. Comments to Mayor and Council		The Mayor and Council Comment Line information was received late by the Clerk's office and was distributed at the meeting. By consensus the Board decided to review it and bring it back for discussion at the March meeting.	
11. Report on Website		<p>Ms. Bottka-Smith reported on the activity on the website.</p> <ul style="list-style-type: none"> <li>• There is now a link from TPD, IPA and the City's web page. Additionally, she has requested to create a link from the BCC web page.</li> <li>• The website now has most of the notes and agendas posted.</li> <li>• Ms. Bottka-Smith suggested that the Board publicize the website through various means—contacting all the Ward offices, TPOA newsletter, updating existing pamphlet and flier. Ms. Perez suggested giving information to NACOLE.</li> <li>• The web site is now registered and may be found when using any search engine.</li> <li>• Ms. Hart was contacted via the website by someone from Yale University who was doing research for an article on civilian oversight.</li> </ul>	

12. Annual Training Day/ April 30, 2005		By consensus the Board decided the training day would be April 30, 2005, from 8 a.m. to 4 p.m. at the Police Academy. Some topics will include the 3-hour training on the new Discipline Matrix, taser information and demonstration, and CAPS scenarios.	Capt. Johnson will make the necessary arrangements.
13. Future Meetings and Agenda Items	MOTION by Ms. Elefante, duly seconded to hold election of officers at the March meeting. Voice vote passed 5 to 0. Mr. Tor and Ms. McGarry absent.	<ul style="list-style-type: none"> <li>• March – Captain Neri on Counter Narcotic Alliance</li> <li>• Annual Report - The draft of the Annual Report to the Mayor and Council was included in the packet of materials. It will be taken for discussion/action at the March meeting.</li> <li>• Discussion on forming a Subcommittee for recruitment of Advisory Members</li> <li>• Election of Officers</li> </ul>	
14. Report from Chair / Announcements		<ul style="list-style-type: none"> <li>• Chair Hart reminded the Board members to do ride-alongs.</li> <li>• Chair Hart welcomed and introduced Lois Postil from the City Clerk's office, who will be the new secretary for CPARB.</li> <li>• Ms. Thornton has an interview next week for consideration to be appointed as Ms. Elefante's replacement.</li> </ul>	
15. Adjournment: - Time: 6:55 p.m.	MOTION by Ms. Elefante, second by Ms. Bottka-Smith to adjourn. Voice vote passed 5 to 0.		